

- 2020-0046 – Medical Supplies (BoundTree Medical) in the amount of \$1,428.26, Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved.
- 2020-0047 – FF Equip & Supplies Brooms & Fire Line Tape in the amount of \$255.00, Commissioner McManus made a motion, seconded by Vice Chairman Harrigan, unanimously approved.

District Manager Report:

District Manager Michalakopoulos

- Received the following checks:
 - Check from the Town of Riverhead in the amount of \$29,255.47
 - Check from the Town of Riverhead in the amount of \$213,036.44

All checks turned over to the treasurer's office for deposit

- 6-3-16 NYS Inspection completed
- 6-3-80 oil change completed
- 6-3-8 officer's side seat damaged, Pats on order vehicle still in service.
- 6-3-16 scheduled to go to dealer is on hold till further notice
- 6-3-18B – Replacement LED emergency & spot lights in progress all lights installed with the exception of the front spot lights.
- 6-3-6 loaned to Manorville scheduled to be returned by the end of the week.
- 6-3-28 riddled with rust and body rot, reviewed by district mechanic, vehicle has met its useful life expectancy, recommendation is to take out of service or surplus vehicle at this time.
 - Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to surplus this vehicle.
- 6-3-20 has body damage, ignition & transmission issues, fluid leaks and large amount of rust under the running boards, recommendation is taking vehicle out of service and surplus.
 - Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney, unanimously approved to take vehicle out of service and surplus. In addition, spare vehicle 2012 Tahoe will be used by the EMS Coordinator while on duty to respond to alarms.
- Annual pump testing scheduled on/about October 29, 2020
- Annual hose testing scheduled for this upcoming Monday July 20th 6am start at fireman's park
- Met with insurance carrier to review personnel, building and vehicle values for 2021 renewal/pricing. Upon physical walkthrough 6-3-2 was brought into question as vehicle is open cab truck and doesn't meeting current NFPA standards. Open cab trucks were removed from service in 1987. Letter to follow. Reference NFPA 1500, 1901, and 1911. In discussion with district mechanic regarding open cab apparatus should be removed from active service as they do not meet safety standards set by NFPA

- Radio reprogramming – Completed (3) portables not usable, OOS
- Radio Equipment review in progress, working with Chief Heller on budgetary plan
- New 6-3-17 Ambulance Status – Ford has assigned chassis Vin# 1FDUF5HT3LDA07061. Estimated chassis arrival 7/16, should arrive end of October beginning November.
- Garage Doors HQ - safety edge, weather seals & remotes completed, rear commissioner door edge and weather seals still on order.
- Heating Project - Phase I, waiting for Certificate of Occupancy
- Heating Project - Phase II design plans & bid documentation to district by next BOFC meeting.
- Repairs to exterior boiler room door and interior houseman door completed
- Station 2 parking lot cameras repair delayed due to weather, all supplies onsite.
- Station 2 flower bed stones in progress, delayed due to weather.
- HQ- Mulch (natural color) for south property boundary completed by staff
- Mandatory SCBA hydro testing has been completed
- NYSLR Gold Certification, in progress
- Resume review completed for open Secretary, Clerk, and maintenance mechanic positions. Recommendation in folders for BOFC review and interview scheduling, thanks to treasurer Cangelieri for his help.
- Thanks to treasurer Cangelieri for district financial reporting tutorial, very informative
- Requesting Executive Session for personnel

Treasurers Report:

Treasurer Cangelieri

- Bills total \$92,792.02 Vice Chairman Harrigan made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Request to transfer \$150,000. From the general fund checking to the payroll account.
- NYSLR Gold Certification, in progress additional training in live environment this week with trainer
- Working on a Fund Balance Policy and a Reserve Fund Balance Policy to present at the next meeting, after review of current policies it appears we do not have a policy that addresses General Fund Balance Policy which is recommended by the NYS Comptroller's Office
- 5 Copies of the final audit have arrived and be put on file, management letter completed and ready for signature, NYS has received and acknowledgment of receipt.
- Will begin working on a new RFP for audit services for next year

Attorneys Report:

Attorney Sapienza

- Legal notice for prepared for publication in conjunction with the annual audit
- Working on correction action plan in response to the items addressed in the management letter
- Governor signed the executive order extending open meetings law suspension till August 5th, will continue to monitor for changes.

- Vice Chairman Harrigan questioned if there change to the addendum the NYS Senate bill which removes indemnification of volunteer fire police peace officer which requires the individuals to get their own insurance. Counsel will look into and report back at the next meeting.
- MU1 Revised schedule will be available August 1, 2020
- Vice Chairman Harrigan questioned if there are any upcoming changes to this year's commissioner elections, Counsel reported no change at the time and they are still on scheduled for December, if anything changes he will advise. Some districts are considering changing the candidacy requirement from petition to letter for this year due to covid-19. District election guidelines are outline in town law and only governors executive order can supersede.

Chief's Report:

Chief Heller

Submitted the following memos:

- 20-32 – Probationary Zachary Fisher resigned prior to July 1st start date via email dated June 28th. No equipment was issued.
- 20-33 – Medical Approval for Membership Candidate **Brendan Donnelly** Fire/EMS Member
- 20-34 – Medical Approval for Membership Candidate **Evan Albinski** EMS Only Member
- 20-35 – Medical Approval for Membership Candidate **Adam Perricone** Fire/EMS Member
- 20-36 – Medical Approval for Membership Candidate **Mary Ortega** EMS Only Member
- 20-37 – Medical Approval for Membership Candidate **Catherine Geiger-Ortega** EMS Only Member

- Material Requests submitted in Laserfiche
 - Follow-up Replacement Bunker Gear & Boots (Denise Gluck, Kevin McQueeney, Jimmy Meier, Steve Martin, & **(Jamie Pirnak Approved 6/8/20)**)

Follow-up:

- 6-3-80 Vehicle Covid-19 Restrictions: allowing Chiefs Staff to lift restrictions of brining vehicle back to quarters.
- New York Blood Center & Wading River Fire Dept. Inc asking permission to host a future blood drive due to the current shortage of donations due to the Covid-19 Pandemic.

Informational Items:

- Probationary Firefighter Julio Prendergast Authorized Training Request Forms Approved by the Chiefs Office for Suffolk County Fire Academy Classes: **RIT/FF Rescue** 9/1, 9/8, 9/15/ & 9/22. **Firefighter 2** 9/2, 9/9, 9/16/, 9/23, 9/30, & 10/ 7. **Intro to Fire Officer** 9/3, 9/17, 10/1, & 10/8.

- Ex Captain Timothy Deveny Line of Duty Medical Acknowledgement Month of June. See attached paperwork.
- WRFD Hosting Riverhead Town Chiefs Meeting Wednesday July 15th, received notification that the meeting is now cancelled

Adjournment for Executive Session 19:05
Reconvene from Executive Session 20:09

Motion made by Vice Chairman Harrigan seconded by Commissioner McManus to approve physicals for the following membership candidates: Brendan Donnelly, Evan Albinski , Adam Perricone, Mary Ortega, and Catherine Geiger-Ortega

Commissioner Reports

Chairman Meier

- Not Present

Vice Chairman Harrigan

- Motion made to accept Paramedics Livia Eyder and Jeffery Corazzini with the following employment start date 7/1/20 and 7/3/30 as per diem/call-in staff, seconded by Commissioner McManus, unanimously approved
- Motion made by Vice Chairman Harrigan to move \$700,000 from general money market account to the equipment reserve account. In addition, transfer any allocated funds budgeted in the 2020 into the respective reserve accounts, seconded by Commissioner McManus, unanimously approved
- Motion made by Vice Chairman Harrigan for a permissive referendum for the purchase a multi-purpose firefighting vehicle not to exceed 1.1M, seconded by Commissioner McManus, rollcall vote requested
 - Vice Chairman Harrigan AYE
 - Commissioner McQueeney AYE
 - Commissioner Moreno AYE
 - Commissioner McManus AYE

Motion unanimously approved for the purchase, Vice Chairman directed Chief Heller and District Manager Michalakopoulos to work together on vehicle specification and pricing.

- Requested status update of new employee manual, district manager reported that there are some additional changes that we're waiting for and once we receive it will be submitted the board for approval and adoption.

- Directed Chief Heller to work with district legal counsel to draft letter to the Town of Riverhead requesting more transparency and input current and future building construction projects within the fire district boundaries. Communication from Riverhead Town Planning Board has not been consistent as in past year and the fire department/district hasn't been given the opportunity to provide the necessary input needed to ensure any concerns are addressed as in years past until after projects have been approved & construction has begun. Following example provided, recent completed project - Tractor Supply located at 4331 Middle Country Rd, Calverton. Original plan provided a traffic light to allow safe entrance & exit from the facility however this was removed without fire department input which unnecessary increase the changes of motor vehicle collisions. The facility is said to be increasing in size over the next few years which will only increase the vehicle traffic nor did it allow time for department emergency preplanning and potential equipment purchasing prior to the completion.
- Motion made to surplus unit 6-3-6 by Vice Chairman Harrigan to surplus unit 6-3-6 upon the approved purchase of the new multi-purpose vehicle, seconded by Commissioner McQueeney, unanimously approved.
- Motion made by Vice Chairman Harrigan seconded by Commissioner McQueeney to approve the purchase of a plaque not to exceed \$125.00 thanking Covanta Energy for the EMS supplies donated during the Covid-19 pandemic crises

Commissioner Moreno

- Requested that Truck Room Speakers be looked at again still appear not to be transmitting county F2 traffic consistently
- Requested that house staff remove weeds from around the electrical transformer, weeds have grown taller than the trees.

Commissioner McQueeney

- Requested that the chief's office look into alternatives for water rescues regarding low tide problem, perhaps a floating dock, etc.
- Requested that we surplus the gas powered equipment at headquarters as we have invented in new battery power equipment.
 - Commissioner McQueeney made a motion, seconded by Commissioner McManus, unanimously approved to surplus the equipment
- Requested that once outside work is completed at station 2 boiler room at headquarters be cleaned and painted
- Requested that when house staff sweeps washes truck room floor, all apparatus be pulled out onto the apron so that the areas under the trucks be cleaned properly
- Requested that the fire district begin the process to have the land behind headquarters and headquarters be surveyed
 - Commissioner McQueeney made a motion, seconded by Commissioner McManus, unanimously approved

- Requested that oil change and NYS inspections be added to the vehicle check list
- Requested that vehicles not be unnecessarily stay running at idle at headquarters or station 2

Commissioner McManus

- No Report

Vice Chairman Harrigan made a motion, seconded by Commissioner McQueeney and unanimously approved to adjourn.

Meeting adjourned at 22:29 hours

Respectfully submitted,

Greg Michalakopoulos
Acting District Secretary
Wading River Fire District